

**SHADE TREE REGULAR MEETING MINUTES
OCTOBER 10, 2017**

Meeting Called to Order: 7:00 p.m.

Members in Attendance: K. Halpin, G. Pohorely, S. McDonald, S. Marr
Absent:

MINUTES:

Regular Meeting

The Washington Borough Shade Tree Commission Meeting was called to order and the “Open Public Meetings Act” read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Monday, October 10, 2017. A Motion was made by G. Pohorely and seconded by S. Marr that the minutes be approved for the meeting of September 11, 2017.

Ayes: 4, Nays: 0
Motion Carried

COMMUNICATIONS:

1. Arbor Day September/October 2017 Newsletter - This information will be filed for future reference.

OLD BUSINESS:

1. 17 Lambert Street- The property owners (Salvacion Diaz & Patrick Hodgskin) have been scheduled for a court appearance on October 23, 2017 for violating the Shade Tree Ordinance #83-2. If the owners fail to appear for the court date, an alternate date will be scheduled. There is no action to be taken at this time, since it depends on their court appearance.
2. CSIP Grant – Aside from the modified number of planting locations, there was also an indication that the size of the trees may not meet the grant requirements. A smaller caliber tree would be less expensive but the CSIP grant recommends a 2 ½” caliber for most street trees. G. Pohorely will also be in contact with New Jersey State Forester, Brian McDonald regarding the extension of the grant. The planting schedule may need to be postponed until the Spring of 2018. An update on the grant will be discussed at the November Shade Tree meeting.
3. Maintenance Proposals – The Shade Tree Commission reviewed the proposals that were submitted for specific maintenance work in the Borough. It was determined that Action Tree Service could provide the most complete service for the cost. A Motion was made by G. Pohorely and seconded by S. Marr to hire Action Tree Service for the maintenance at 130 Broad St., 128 Belvidere Ave., 263 & 200 West Warren St.

Ayes: 4, Nays 0
Motion Carried

4. 2016 Encumbrance – The Shade Tree Commission has funds from 2016 to place a Golden Rain Tree in the downtown business district. The project was postponed last year due to the Washington Avenue crosswalk repair. The placement of the tree would have been in close proximity of the construction site. K. Halpin commented that Tim Terry of Penny Toss Farm is ready to plant the Golden Rain tree this Fall now that the crosswalk work is completed.

NEW BUSINESS:

1. Shade Tree Federation Annual Conference - S. McDonald and G. Pohorely will be attending the annual conference being held October 19, 2017 in Cherry Hill, NJ. This will enable the Commission to earn (8) CEU's. This is the required amount to keep the Shade Tree in compliance with the Community Forestry Assistance Act and accredited (Approved Status) by the Urban & Community Forestry program. The Borough Manager, Matthew Hall suggested that 2 DPW workers also attend the conference. Jonathan James and Darryl Wright attended the October 19th conference for CORE training.
2. 94 Grand Avenue - The buyer for 94 Grand Avenue (Robert Roteman) attended the October meeting. Mr. Roteman was concerned about the potential liability from a raised sidewalk at the location. As a prospective owner, he wanted to be aware of his responsibilities and possible issues with his homeowner's insurance. Mr. Roteman was given a copy of the Borough ordinance that states that the homeowner is responsible for any sidewalk repair. However, K. Halpin commented that there is a streetscape planned for Grand Avenue. This grant funded project will include new sidewalks. The Shade Tree Commission suggested that a letter could be provided to Mr. Rotemen stating that the sidewalk will be repaired in the near future. This letter would be drafted if there were any related problems with his homeowner's insurance. There is no further action to be taken at this time.
3. Shade Tree Commission Resignation - The Commission regrettably accepted the written resignation of Shade Tree Commissioner, Suzanne Marr. Suzanne will remain with the Commission through March 2018.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by S. McDonald and seconded by G. Pohorely that the meeting be adjourned at 7:45 p.m.

Ayes: 4, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming